

**PHA Plans**  
**Streamlined Annual**  
**Version**

**U.S. Department of Housing and  
Urban Development**  
Office of Public and Indian  
Housing

OMB No. 2577-0226  
(exp. 08/31/2009)

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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937 that introduced 5-year and annual PHA Plans. The full PHA plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form allows eligible PHAs to make a streamlined annual Plan submission to HUD consistent with HUD's efforts to provide regulatory relief for certain types of PHAs. Public reporting burden for this information collection is estimated to average 11.7 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**Privacy Act Notice.** The United States Department of Housing and Urban Development, Federal Housing Administration, is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Information in PHA plans is publicly available.

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**Streamlined Annual PHA Plan**  
**for Fiscal Year: 2008**  
**PHA Name:**

**Michigan State Housing Development Authority**

Amended December 2008

**NOTE: This PHA Plan template (HUD-50075-SA) is to be completed in accordance with instructions contained in previous Notices PIH 99-33 (HA), 99-51 (HA), 2000-22 (HA), 2000-36 (HA), 2000-43 (HA), 2001-4 (HA), 2001-26 (HA), 2003-7 (HA), and any related notices HUD may subsequently issue.**

## Streamlined Annual PHA Plan Agency Identification

**PHA Name:** Michigan State Housing Development Authority

**PHA Number:** 901

**PHA Fiscal Year Beginning:** July 2008

### PHA Programs Administered:

☐ **Public Housing and Section 8**      ☒ **Section 8 Only**      ☐ **Public Housing Only**  
Number of public housing units:      Number of S8 units:      Number of public housing units:  
Number of S8 units:      24,005

☐ **PHA Consortia:** (check box if submitting a joint PHA Plan and complete table)

Participating PHAs	PHA Code	Program(s) Included in the Consortium	Programs Not in the Consortium	# of Units Each Program
Participating PHA 1:				
Participating PHA 2:				
Participating PHA 3:				

### PHA Plan Contact Information:

Name: Jackie Blankenship

Phone: 517-373-1886

TDD: 1-800-382-4568

Email (if available): blankenshipj@michigan.gov

### Public Access to Information

**Information regarding any activities outlined in this plan can be obtained by contacting:**

(select all that apply)

☒ PHA's main administrative office      ☐ PHA's development management offices

### Display Locations For PHA Plans and Supporting Documents

The PHA Plan revised policies or program changes (including attachments) are available for public review and inspection.      ☒ Yes      ☐ No.

If yes, select all that apply:

- ☒ Main administrative office of the PHA  
☐ PHA development management offices  
☐ Main administrative office of the local, county or State government  
☐ Public library  
☒ PHA website  
☒ Other (list below)

*MSHDA Detroit Office located at: 3028 West Grand Blvd; Ste 4-600, Detroit, MI 48202*

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA      ☐ PHA development management offices  
☐ Other (list below)

## Streamlined Annual PHA Plan

### Fiscal Year 2008-09

[24 CFR Part 903.12(c)]

### Table of Contents

[24 CFR 903.7(r)]

Provide a table of contents for the Plan, including applicable additional requirements, and a list of supporting documents available for public inspection.

*Executive Summary – page 4*

#### A. PHA PLAN COMPONENTS

- ☐ 1. Site-Based Waiting List Policies – *Not applicable*  
**903.7(b)(2) Policies on Eligibility, Selection, and Admissions**  
☐ 2. Capital Improvement Needs – *Not applicable*  
**903.7(g) Statement of Capital Improvements Needed**  
☒ 3. Section 8(y) Homeownership – *page 9*  
**903.7(k)(1)(i) Statement of Homeownership Programs**  
☒ 4. Project-Based Voucher Programs – *page 10*  
*a. Two Amendments to the FY 2008-09 PHA Plan for PBV Programs – page 12\*\**  
☒ 5. PHA Statement of Consistency with Consolidated Plan. Complete only if PHA has changed any policies, programs, or plan components from its last Annual Plan. – *page 12*  
☐ 6. Supporting Documents Available for Review – *page 13*  
☐ 7. Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report – *Not applicable*  
☐ 8. Capital Fund Program 5-Year Action Plan – *Not applicable*  
9. Addendum to 2008-09 PHA Plan – *FSS and Homeownership Program NOFA Requirement – Affirmatively Furthering Fair Housing Statement – page 16*  
10. Amendment to 2008-09 PHA Plan – *Minimum Rent – page 19\*\**

#### B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

**Form HUD-50076, *PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Streamlined Annual Plan*** identifying policies or programs the PHA has revised since submission of its last Annual Plan, and including Civil Rights certifications and assurances the changed policies were presented to the Resident Advisory Board for review and comment, approved by the PHA governing board, and made available for review and inspection at the PHA's principal office;

**For PHAs Applying for Formula Capital Fund Program (CFP) Grants:**

**Form HUD-50070, *Certification for a Drug-Free Workplace;***

**Form HUD-50071, *Certification of Payments to Influence Federal Transactions;* and**

**Form SF-LLL & SF-LLLa, *Disclosure of Lobbying Activities.***

## PHA Plan 2008-09 Executive Summary

The mission of the Michigan State Housing Development Authority's Office of Housing Voucher Programs (OHVP) continues to be to assist Michigan's extremely and very low-income families, the homeless, the elderly, and the disabled to afford decent, safe and sanitary housing, with our main focus being the homeless population. It is also the mission of OHVP's Housing Choice Voucher Family Self-Sufficiency and Homeownership programs to promote and provide education and opportunities for families to become economically self-sufficient; end the cycle of assistance; and, to recycle the vouchers to additional families in need.

In early 2006, the Authority had adopted the following four agency-wide strategies for the PHA Five Year Plan which continue to be practiced:

Strategy 1: Expand the availability and supply of safe, decent, affordable, and accessible rental housing for low and extremely low-income individuals and families;

Strategy 2: Increase homeownership opportunities for individuals and families by reducing the costs of homeownership.

Strategy 3: Make homeless assistance more effective and responsive to local needs through local autonomy and movement toward a continuum of care.

Strategy 4: Develop linkages between the housing and service sectors to provide greater housing opportunities for household's special needs.

These four strategies are being accomplished using a number of action plans, partnerships, and staff working together across the many working divisions of MSHDA. Each year, MSHDA's Annual Plan is based on the premise that if we accomplish our goals and objectives we will be working towards the achievement of our mission.

The statements, budget summary, and policies set forth in the Annual Plan all lead toward accomplishment of our Five-Year Plan goals and objectives. Taken as a whole, they outline a comprehensive approach consistent with the Consolidated Plan. MSHDA's OHVP has identified the following goals for the fiscal year 2008-09 as a means to obtain the above stated strategies:

- Continue to promote opportunities for families participating in our HCV program to become economically self-sufficient and end the cycle of assistance through our Family Self-Sufficiency and Homeownership programs.
- Continue to assist participants in the HCV program to find safe, decent, sanitary housing at an affordable rate.
- Enhance our customer service by continuously working with staff to employ quality work practices and initiatives.

**Deleted:** belowExisting Housing Division, who administers the HUD Housing Choice Voucher program within MSHDA, has

**Deleted:** Encourage rather than discourage families who are in the process of gaining financial independence.

- *Continuously work with the U.S. Department of Housing and Urban Development (HUD) to assist families impacted by housing conversion actions.*
  - *Apply for additional Housing Choice Voucher funding as Notifications of Funding Availability (NOFA) announcements are issued by HUD. This would include Mainstream vouchers or Family Unification Program vouchers, if announced.*
  - *Continuously work with HUD and other partners to provide housing and support services to qualified Housing Choice Voucher families. Other partners include the State of Michigan Departments of Human Services, Labor and Economic Growth, Community Health, and Information and Technology Services. We also partner with local homeless Continuum of Care Planning Bodies, Area Agencies on Aging, Community Mental Health Agencies, the Corporation for Supportive Housing (CSH), community-based service providers and various other non-profit entities.*
- OHVP staff will continue to actively participate in the MSHDA sponsored Michigan Affordable Housing Community Five-Year Action Plan.*

Deleted: groups

*During FY 2008-09, MSHDA will continue with the following policy/program changes to its Housing Voucher Program announced in the FY 2007 Annual Plan:*

- *Continue to implement and administer the Homeless Assistance Recovery Program (HARP) as a homeless preference for awarding Housing Choice Vouchers within the State of Michigan.*

*During FY 2008-09, MSHDA will make the following additional policy/program changes to its Housing Voucher Program:*

- *The eligibility requirement for entry into our HCV program is that, at least 85% of new admissions must have annual adjusted incomes at or below 30% of Area Median Income (AMI); and up to 15% of new admissions may have annual adjusted incomes at or below 50% of AMI.*
- *Applicants who have Tenant Based Rental Assistance (TBRA) which is certified by a participating HARP Lead Agency and on a HARP Waiting List will be offered assistance before other homeless families within the HARP Waiting List.*
- *When the HARP waiting list is exhausted in a county, families for the HCV program will then be selected from the current HCV waiting list for that county with preference based on residency in the county and date/time of application.*
- *In large metropolitan areas where large HARP waiting lists exist and it is anticipated that the HARP waiting list will not be exhausted within twelve months, waiting list pulls will be done on a two HARP waiting list pulls to one HCV waiting list pull ratio.*

Deleted: Target

Deleted: available assistance

- *In the Project-Based Voucher Program, MSHDA will add an additional admission preference to Veterans in specified developments. In some of the developments selected for PBV, Veterans would have equal preference to homeless families for a project-based voucher unit in a Veteran's project-based voucher award.*
- *MSHDA is electing to give a preference to convert those families who are participants in the Disaster Voucher Program (DVP) to the Housing Choice Voucher (HCV) Program.*
- *MSHDA will explore the expansion of the Affordable Assistance Housing Program (AAHP) which allows low-income clients who qualify for nursing home care to receive long-term care services in a community setting to include Washtenaw and Wayne counties. The program is currently available only in Macomb and Oakland counties. The expansion is based on an Amendment to the VA and HUD Appropriations Bill in 2002 offered by Mr. Knollenberg which specifically limited its use to Macomb, Oakland, Washtenaw and Wayne counties.*

**Implementation of the Violence Against Women Act (VAWA) of 2005** - The Office of Housing Voucher Programs (OHVP) at MSHDA will comply with the VAWA of 2005 as signed into law and will continue to undertake actions to meet this requirement in the administration of the HCV Program. *All new admissions to the MSHDA HCV Program are being notified of their rights under VAWA during their initial briefing. All participants of the HCV Program are being notified of their rights under VAWA by inclusion of information with their annual recertification paperwork. All participating landlords/owners are receiving notification of the provisions of this Act and their responsibilities via a separate notification at the time of the annual recertification.*

**Deleted:** This is being accomplished through use of the new HAP Contract (HUD 52641) and HUD Lease Addendum (HUD 52641-A).

*MSHDA's contracted Housing Agents participate in local Continuum of Care meetings and use those contacts and contacts known to them through the Family Self-Sufficiency Program to assist victims of domestic violence (including dating violence, sexual assault, or stalking) and their children when cases are made known to them. Many of the agencies participating in the Continuum of Care groups provide temporary housing/shelter to victims of domestic violence and their children. MSHDA staff and Housing Agents will work with the service agencies to make sure that the family is able to maintain their housing assistance.*

**Deleted:** cooperate

**Fraud Recovery** - MSHDA strives to reduce fraud by participants in the HCV Program by continuing to investigate cases where a suspicion of fraud exists by the participant, family members, landlords, or owners. These investigations are led by our Fraud Recovery Coordinator. At initial briefing of participants on the HCV program, we educate our applicants and participants about fraud by providing HUD's brochure "Is Fraud Worth It? (HUD 1141)" to them and by notifying them that appropriate action will be taken when instances of fraud are discovered.

*MSHDA maintains a good working relationship with the HUD Office of the Inspector General and continues to respond to suggestions on ways to improve our fraud reduction practices. This includes prosecuting fraud cases when necessary and continuing to demand repayment when*

appropriate. Further, MSHDA has an Interagency Data Share Agreement with the Michigan Department of Human Services for verification of Public Assistance through an up-front income verification system.

**In summary,** MSHDA is continuously working to provide quality affordable housing for extremely low, very low, and low income households in Michigan by operating a high quality housing voucher program. This is accomplished by MSHDA assisting its voucher participants through the Homeless Assistance Recovery Program, HCV Project-Based Voucher Program, Moderate Rehabilitation/Single Room Occupancy Program, Family Self-Sufficiency Program, and the Key to Own Homeownership program. We strive to improve the quality of life for the participants in these programs and ensure that only those who are truly qualified continue to be assisted through our efforts to identify and counteract against instances of fraud.

Deleted: poverty level,

Deleted: moderate

## 1. Site-Based Waiting Lists (Eligibility, Selection, Admissions Policies)

[24 CFR Part 903.12(c), 903.7(b)(2)]

Exemptions: Section 8 only PHAs are not required to complete this component.

### A. Site-Based Waiting Lists-Previous Year

- Has the PHA operated one or more site-based waiting lists in the previous year? If yes, complete the following table; if not skip to B.

Site-Based Waiting Lists				
Development Information: (Name, number, location)	Date Initiated	Initial mix of Racial, Ethnic or Disability Demographics	Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL	Percent change between initial and current mix of Racial, Ethnic, or Disability demographics

- What is the number of site based waiting list developments to which families may apply at one time?
- How many unit offers may an applicant turn down before being removed from the site-based waiting list?
- ☐ Yes ☐ No: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or

complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

### **B. Site-Based Waiting Lists – Coming Year**

If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to next component.

1. How many site-based waiting lists will the PHA operate in the coming year?
2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?  
If yes, how many lists?
3. ☐ Yes ☐ No: May families be on more than one list simultaneously?  
If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
  - ☐ PHA main administrative office
  - ☐ All PHA development management offices
  - ☐ Management offices at developments with site-based waiting lists
  - ☐ At the development to which they would like to apply
  - ☐ Other (list below)

## **2. Capital Improvement Needs**

[24 CFR Part 903.12 (c), 903.7 (g)]

Exemptions: Section 8 only PHAs are not required to complete this component.

### **A. Capital Fund Program**

1. ☐ Yes ☐ No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 7 and 8 of this template (Capital Fund Program tables). If no, skip to B.
2. ☐ Yes ☐ No: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in its annual and 5-year capital plans the development(s) where such improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.).



**B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)**

Applicability: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

1. ☐ Yes ☐ No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to #3; if yes, provide responses to the items on the chart located on the next page, copying and completing as many times as necessary).
2. Status of HOPE VI revitalization grant(s):

HOPE VI Revitalization Grant Status	
a. Development Name:	
b. Development Number:	
c. Status of Grant:	
	<input type="checkbox"/> Revitalization Plan under development
	<input type="checkbox"/> Revitalization Plan submitted, pending approval
	<input type="checkbox"/> Revitalization Plan approved
	<input type="checkbox"/> Activities pursuant to an approved Revitalization Plan underway

3. ☐ Yes ☐ No: Does the PHA expect to apply for a HOPE VI Revitalization grant in the Plan year?  
If yes, list development name(s) below:
4. ☐ Yes ☐ No: Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year? If yes, list developments or activities below:
5. ☐ Yes ☐ No: Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement? If yes, list developments or activities below:

**3. Section 8 Tenant Based Assistance--Section 8(y) Homeownership Program**  
(if applicable) [24 CFR Part 903.12(c), 903.7(k)(1)(i)]

1. ☒ Yes ☐ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to the next component; if "yes", complete each program description below (copy and complete questions for each program identified.)

## 2. Program Description:

### a. Size of Program

- ☐ Yes ☒ No: Will the PHA limit the number of families participating in the Section 8 homeownership option?

If the answer to the question above was yes, what is the maximum number of participants this fiscal year?

### b. PHA-established eligibility criteria

- ☒ Yes ☐ No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria:

- 1. Must be a participant in MSHDA HCV program in good standing for a minimum of one year;*
- 2. Must be enrolled and actively participating in the Family Self-Sufficiency Program and free of cash welfare (except elderly or disabled persons);*
- 3. Employed continuously full-time for the past year earning \$15,000 (except elderly or disabled).*

### c. What actions will the PHA undertake to implement the program this year (list)?

- 1. Contract with individuals and non-profits to provide pre-purchase counseling and training.*
- 2. Continue to promote homeownership through the Family Self-Sufficiency Program*

## 3. Capacity of the PHA to Administer a Section 8 Homeownership Program:

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- ☒ Establishing a minimum homeowner down payment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family's resources.
- ☒ Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
- ☐ Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below):
- ☐ Demonstrating that it has other relevant experience (list experience below):

#### **4. Use of the Project-Based Voucher Program**

##### **Intent to Use Project-Based Assistance**

☒ Yes ☐ No: Does the PHA plan to “project-base” any tenant-based Section 8 vouchers in the coming year? If the answer is “no,” go to the next component. If yes, answer the following questions.

1. ☒ Yes ☐ No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option? If yes, check which circumstances apply:

- ☐ low utilization rate for vouchers due to lack of suitable rental units  
☐ access to neighborhoods outside of high poverty areas  
☒ other (describe below:)

*Increase MSHDA ability to serve special needs populations (homeless, disabled, victims of domestic violence)*

*Support longevity and availability of assisted housing to low income populations over the long term.*

2. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):

*MSHDA may award project-based vouchers in both rural and metropolitan areas within the State of Michigan in addition to the units and locations already awarded listed below:*

*10 scattered site units in Allegan County, Michigan; census tract 318; Allegan LDHA*

*5 units in Kalamazoo, Michigan; census tract 5; Summit Park*

*10 units in Kalamazoo, Michigan, census tract 29.05; Pinehurst*

*20 units in Plainwell, Michigan; census tract 318; Heritage Meadows*

*20 units in Pullman, Michigan; census tract 318; Mystic View*

*30 units in Grand Rapids, Michigan, Kent County, census tract 21; Herkimer*

*23 units in Grand Rapids, Michigan, Kent County, census tract 19; Genesis East*

*16 scattered sites in Ann Arbor, Michigan; census tract 4005; Avalon Housing*

*7 scattered sites in Livingston County, Michigan; census tracts 7411, 7250; Venture, Inc.*

*58 units in Detroit, Michigan; census tract 5206, Wayne County; Peterboro*

*10 scattered site units in Lapeer County, Michigan; census tract 3370; ME Management*

*20 units in Marquette, Michigan; census tract 9; Orianna Ridge*

*28 units in Sault Ste. Marie, Michigan; census tract 9703; West Bridge*

*56 units in Detroit, Michigan; Wayne County, census tract 5157; On the River*

*59 units in Troy, Michigan; Oakland County, census tract 1981; On the Park*

*8 units in Kalamazoo, Michigan, census tract 29.05; Eleventh St Apartments*

*6 units in Kalamazoo, Michigan, census tract 17.01; Liberty Street (ROI)*

*30 units in Detroit, Michigan, census tract 5129; Lakewood*

*34 units in Ottawa County, Michigan, three sites (Holland, Grand Haven, and Zeeland), census tracts 209, 222.01 and 229; Heritage Homes*

During FY 2008-09, MSHDA will continue to transition up to 20% of the total portfolio of Housing Choice Vouchers to Project-Based Vouchers. The purpose of this transition is to enhance supportive housing projects that have specific service/funding sources in place for people who are homeless or with special needs. MSHDA may also award project-based vouchers in partnership with other PHAs within the State of Michigan. To be eligible for project-based vouchers, all potential projects will have been selected for development via a competitive process through MSHDA such as Low Income Housing Tax Credits or HOME. Selected projects must also meet MSHDA Office of Supportive Housing and Homeless Initiatives underwriting criteria. MSHDA has also stated its intent to make available 400 vouchers for project-based assistance for developments competing for Low Income Housing Tax Credits under the 2008-09 QAP (if approved). MSHDA will continue to administer the housing choice vouchers already identified as project based vouchers in its portfolio.

Deleted: Towards this effort,

*Amendment (additions)*

- In the Project Based Voucher Program, MSHDA will add an additional admission preference for the elderly in specified developments. In elderly designated developments that are selected for MSHDA PBV awards, elderly persons would have first ranking preference for a project-based voucher award in an elderly development. In addition, elderly persons being placed in such PBV designated elderly developments must meet all of the specified MSHDA PBV selection criteria for the development such as elderly, homeless, chronically homeless, disabled, persons with special needs, or domestic violence survivor.\*\**
- In accordance with Project Based Voucher regulations (24 CFR 983), MSHDA may award up to 35 Project-Based Vouchers specifically dedicated to the Hamtramck R-31 Project in the City of Hamtramck, Michigan. At the City of Hamtramck's request, these 35 units will be located within the boundaries of the City of Hamtramck, Michigan in order to assist the City to become fully compliant with an order of the Federal Court (Sarah Sims Garret et al v. City of Hamtramck et al, Case #32004). If and when Project-Based Vouchers are awarded, the waiting list for persons to be served by this project will be restricted to those parties and heirs specifically covered by the court order. After all the initially stipulated persons have been assisted under the Housing Choice Voucher Project-Based Voucher program, the waiting list will be opened to interested families in Wayne County that meet the eligibility criteria.\*\**

Deleted: satisfy settling

## **5. PHA Statement of Consistency with the Consolidated Plan**

[24 CFR Part 903.15]

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary) only if the PHA has provided a certification listing program or policy changes from its last Annual Plan submission.

1. Consolidated Plan jurisdiction: *entire State of Michigan*

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- ☐ The PHA has based its statement of needs of families on its waiting lists on the needs expressed in the Consolidated Plan/s.
- ☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)  
*Homeless Assistance Recovery Program (HARP)*  
*Designation of Housing Choice Vouchers to Project-Based Vouchers*
- ☐ Other: (list below)

3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

*The Michigan State Housing Development Authority developed the Consolidated Plan for the State of Michigan.*

## 6. Supporting Documents Available for Review for Streamlined Annual PHA Plans

PHAs are to indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;</i>	5 Year and Annual Plans
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Streamlined Annual Plan</i>	Streamlined Annual Plans
X	<i>Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.</i>	5 Year and standard Annual Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA's public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
N/A	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
N/A	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Deconcentration Income Analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
N/A	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
N/A	Public housing rent determination policies, including the method for setting public housing flat rents. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
N/A	Schedule of flat rents offered at each public housing development. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
N/A	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
N/A	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
N/A	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
X	Any policies governing any Section 8 special housing types <input type="checkbox"/> Check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
N/A	Public housing grievance procedures <input type="checkbox"/> Check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
N/A	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing.	Annual Plan: Capital Needs
N/A	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
N/A	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program (Section 4 of Chapter 20 of the Section 8 Administrative Plan)	Annual Plan: Homeownership
N/A	Public Housing Community Service Policy/Programs <input type="checkbox"/> Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
N/A	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
N/A	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
N/A	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
None	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
N/A	Consortium agreement(s) and for Consortium Joint PHA Plans <u>Only</u> : Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection.	Joint Annual PHA Plan for Consortia: Agency Identification and Annual Management and Operations

Addendum to Housing Choice Voucher PHA Plan

FAMILY SELF-SUFFICIENCY AND HOMEOWNERSHIP PROGRAMS

AFFIRMATIVELY FURTHERING FAIR HOUSING

As required by Section 808(e)(5) of the Fair Housing Act

Equal housing opportunity for all persons, regardless of race, color, national origin, religion, age, sex, familial status, marital status, or disability, is a fundamental policy of the Michigan State Housing Development Authority (MSHDA). MSHDA is committed to diligence in assuring equal housing opportunity and non-discrimination to all aspects of its housing financing activities. As a state created housing finance agency, MSHDA has an ethical as well as legal imperative to work aggressively to ensure that MSHDA financed housing programs comply fully with all state and federal fair housing laws.

Reasonable steps are always taken to affirmatively further fair housing in MSHDA's Housing Choice Voucher (HCV) Family Self-Sufficiency (FSS) and *Key to Own* Homeownership Programs.

- 1) The FSS and *Key to Own* Homeownership Coordinator positions are advertised statewide via the Michigan Civil Service Commission State of Michigan Job Postings website at <http://web1mdcs.state.mi.us/vacancyweb/vacancyinq.asp>. Local FSS Coordinators are recruited through Continuum of Care meetings, local periodicals, and personal recommendations from MSHDA partners.
- 2) The FSS and *Key to Own* Homeownership Programs are marketed to all MSHDA HCV recipients regardless of race, color, national origin, religion, age, sex, familial status, marital status, or disability. Information on the MSHDA FSS Program can be accessed at [http://www.michigan.gov/documents/FSS\\_Program\\_22027\\_156422\\_7.htm](http://www.michigan.gov/documents/FSS_Program_22027_156422_7.htm) and information on the MSHDA *Key to Own* Homeownership Program can be accessed at [http://www.michigan.gov/documents/HomeOwnership\\_Flyer\\_167318\\_7.pdf](http://www.michigan.gov/documents/HomeOwnership_Flyer_167318_7.pdf). The *Explore Your Options* brochure advertising these two programs is provided to MSHDA HCV recipients at every new admission and annual re-examination. MSHDA FSS and *Key to Own* Homeownership applications are provided to all HCV recipients through promotional mailings and by request.
- 3) In compliance with 24 CFR 8.6, the MSHDA FSS and *Key to Own* Homeownership Programs ensure that all buildings and communications that facilitate applications



and service delivery are accessible to persons with disabilities. If requested, services can be provided at other locations and TTY telephone communications are available at all locations. Applications to the MSHDA FSS and *Key to Own* Homeownership Programs are mailed directly to the homes of the MSHDA HCV recipient and/or their listed representative. Detailed policy and procedure on Reasonable Accommodation is outlined in MSHDA's Office of Housing Voucher Programs Policy and Procedure Manual.

- 4) MSHDA provides counseling and referrals to individuals and families covered under the Fair Housing Act by informing them of the many programs offered through MSHDA. The means of communication to raise awareness of these programs include newspapers, television, website, radio, service provider contacts in all 83 counties of Michigan, and the annual Affordable Housing Conference held in the State's capital of Lansing. At the Initial Briefing, HCV participants are provided information on fair housing, how to find a safe and affordable unit, and leasing provisions that are prohibited under law. A detailed plan of outreach is outlined in MSHDA's Office of Housing Voucher Programs Policy and Procedure Manual.
- 5) MSHDA provides all HCV participants with fair housing information at their Initial Briefing including the distribution of the Housing Discrimination Complaint form (HUD-903). The HUD-903 provides information on what housing discrimination is and the steps the tenant should take to submit a detailed report to HUD. Local telephone numbers are provided along with the 1-800-669-9777 that the tenant can call to submit fair housing complaint. MSHDA prominently displays the Equal Housing Opportunity poster in its two central offices and requires that all contracted partners display the same documentation in their local offices. It is the policy of MSHDA to fully comply with all federal, state and local nondiscrimination laws and in accordance with the rules and regulations governing Fair Housing and Equal Opportunity in housing and employment.
- 6) The MSHDA FSS and *Key to Own* Homeownership Programs assist in the recruitment of landlords, service providers, and lending professionals in areas that expand housing choice to program participants looking to own homes. MSHDA implemented a web-based housing locator service, *MichiganHousingLocator.com*, in an effort to overcome the barrier of finding safe and affordable housing. The website encourages landlords in all 83 counties to list their vacant units and real time data shows that over 5,500 properties and over 178,000 rental units are

currently listed in Michigan. FSS Coordinators work with participants to identify safe and affordable housing along with other wrap-around services that will provide them with opportunities for self-sufficiency. The *Key to Own* Homeownership Program provides participants with a listing of available lenders that provide affordable mortgages to potential homeowners.

- 7) All record keeping for the MSHDA FSS and Key to Own Homeownership Programs will be maintained via HUD-50058 reporting.

Amendment to Housing Choice Voucher PHA Plan  
Michigan State Housing Development Authority (MSHDA)  
October 2008

*AMENDMENT ONE*

***4. USE OF PROJECT BASED VOUCHER PROGRAM – (City of Hamtramck) See page 12***

*AMENDMENT TWO*

***ADMISSION PREFERENCES – See page 12, PBV Elderly***

*AMENDMENT THREE*

***MINIMUM TOTAL TENANT PAYMENT***

*The PHA minimum Total Tenant Payment will be reduced from \$50 to \$0 in the Housing Choice Voucher tenant-based assistance program, Moderate Rehabilitation/SRO Program, and Project-Based Voucher Program.*

**7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor**

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHA Name:		<b>Grant Type and Number</b> Capital Fund Program Grant No: Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b>
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    )					
<input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)				
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

## **7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor**

## Annual Statement/Performance and Evaluation Report

### Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

## Part II: Supporting Pages

[illegible]

[illegible]

## 8. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan					
Part I: Summary					
PHA Name				<input type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2  FFY Grant: PHA FY:	Work Statement for Year 3  FFY Grant: PHA FY:	Work Statement for Year 4  FFY Grant: PHA FY:	Work Statement for Year 5  FFY Grant: PHA FY:
	Annual Statement				
CFP Funds Listed for 5-year planning					
Replacement Housing Factor Funds					

## 8. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan						
Part II: Supporting Pages—Work Activities						
Activities for Year 1	Activities for Year : ____ FFY Grant: PHA FY:			Activities for Year: ____ FFY Grant: PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See						
Annual						
Statement						
Total CFP Estimated Cost			\$			\$



## **8. Capital Fund Program Five-Year Action Plan**

Capital Fund Program Five-Year Action Plan					
Part II: Supporting Pages—Work Activities					
Activities for Year : ____ FFY Grant: PHA FY:			Activities for Year: ____ FFY Grant: PHA FY:		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
Total CFP Estimated Cost		\$			\$